



PLANNING & DEVELOPMENT DEPARTMENT

ADMINISTRATIVE WIRELESS COMMUNICATIONS FACILITY REVIEW

FEES: Administrative..... \$500

APPLICATION/PETITION FORM: A completed Application/Petition Form is required. The owner(s) of the real property must sign this form, or submit a Power of Attorney authorizing an agent to sign. A Notary Public must notarize the signature. When the property owner(s) reside outside of Nevada, the signature may be notarized in another state.

DEED & LEGAL DESCRIPTION: In order to verify ownership, a copy of the recorded deed(s) for the subject property(ies), including exhibits and attachments, is required. The deed and all attachments must be legible. In most cases, the legal description on the deed is sufficient.

Two sets of each of the following shall be required

JUSTIFICATION LETTER: A detailed letter that explains the request, the intended use of the property, and how the project meets/supports existing City policies and regulations is required.

PHOTO SIMULATIONS: An 8x10 color photo of the site depicting the site as it currently exists and a simulation of what the site will appear like with the requested changes.

ALL PLANS SUBMITTED MUST BE NO SMALLER THAN 11x17 AND NO LARGER THAN 24x36.

SITE PLAN: Draw to scale and make legible: the entire subject parcel(s), all proposed and existing structures, utility easements and locations, signage, and adjacent streets. Site Plans must include:

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| <input type="checkbox"/> PROPERTY LINES CALLED OUT | <input type="checkbox"/> ADJACENT LAND USES/STREETS | <input type="checkbox"/> PROPERTY SIZE |
| <input type="checkbox"/> DIMENSIONS (ACTUAL)/SCALE | <input type="checkbox"/> VICINITY MAP | <input type="checkbox"/> ELEVATIONS (TOWER / BUILDING) |
| <input type="checkbox"/> STREET NAMES | <input type="checkbox"/> NORTH ARROW | <input type="checkbox"/> DETAIL OF SHELTER AREA |
| <input type="checkbox"/> PARKING SPACES | <input type="checkbox"/> SCALE | <input type="checkbox"/> SETBACKS |
| <input type="checkbox"/> EXISTING PERIMETER WALL DETAIL | | <input type="checkbox"/> PROPOSED PERIMETER WALL DETAIL |